Date:

Condo Association Name/Letterhead:

Dear MORPC (Mid-Ohio Regional Planning Commission),

As a representative of (Insert Condominium Association Name here), I give authorization for MORPC to do the following weatherization work at (address). The work can consist of either one or a combination of the following measures:

* Installing roof vents
* Venting bath fans through the roof
* Installing an ASHRAE compliant bath fan; which is to be vented through the roof
* Cutting an attic access if one is not present
* Drilling to insulate side walls
  + Exterior drilling **MAY** be required if interior drilling is not an option
  + MORPC will spackle walls but does **NOT** paint

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Authorized Condominium Association/Company signer